

## Each One Reach One

### Mentor Initiative

#### Job Description

Under supervision, mentors will collaborate with licensed school personnel and classroom teachers to support the district's student achievement goals and student's success. Mentors will serve as role models for our students by inspiring college and career readiness, and modeling habits of mind thereby fostering positive study habits and college motivation.

#### Mentor Responsibilities:

- Evaluate student binders, including calendars, class and textbook notes, etc.
- Conduct tutorial sessions using collaborative learning and the practice of students teaching students through discussions.
- Work with students in any phase of the writing process, such as brainstorming, clustering, revision, and editing.
- Assist in teaching study skills and other aspects of college preparation.
- Alert mentees to potential adjustment-related obstacles and equip them with suitable resources to help negate these.
- Schedule follow-ups to gauge your mentees' progress.
- Encourage participation in mentor-mentee bonding initiatives to facilitate mentees' social orientation. (All must be documented and approved by the OGE)
- Attend mentorship meetings to share headway, concerns, and details regarding upcoming mentorship events. (Times and dates will be scheduled)
- Report all pressing concerns to the OGE for in-depth review. (Mandatory)

#### Mentor Requirements:

- High School diploma
- (5) site visits (Monthly trainings and check ins)
- Ability to perceive psychosocial, medical, and similar difficulties.
- Tracking and intervention abilities.

